

## **Minutes for Westford Recycling Commission**

**Meeting date and time:** May 10, 2007, 7:30 p.m.

**Location:** Cameron Senior Center

**Attendees:** Andy Bergamini, Gerry DiBello, Kris Erickson, Ellen Harde, Elizabeth Sawyer, and Barbara Theriault. **Guest:** Joanne Bergamini

**Note that if Action Items from a previous month's minutes were closed before this meeting, they are not included in the minutes. They may be referenced in past minutes under Action Items and considered closed without discussion.**

### **I. Action Items are due by June 14 meeting. Previous (open) action items are in bold.**

#### **ALL**

1. Continue surveillance of cardboard pickup infractions and forward evidence to **Andy**.
2. Email updates for the 2007-2008 Recycling Guide to **Abby**.

#### **ABBY**

1. **Assemble a list of community based organizations.**
2. Start work on the 2007-2008 Recycling Guide.

#### **ANDY**

1. **Check the status of the new design for the Westford Recycling Commission logo.**
2. **Maintain contact with Nike and New Balance re having a centralized collection site for sneakers.**
3. **Call Christine at Integrated Paper Recyclers to update the letter delivered with toters.**
4. Present photos of the cardboard pickup infractions to Acme Waste Systems.
5. Look into the issue of letters not being delivered with the recycling toters.
6. Help IPR deliver toters to residents on the waiting list.
7. Look at the tractor dumped at East Boston Camps and consider how it can be removed.
8. Notify Hands Across the Water to empty the book recycling container.
9. Contact Town Manager about continuation of recycling contract.

#### **BARBARA**

1. **Update the annual calendar for events, activities, and tasks and email to the Commission.**
2. Submit April 12, 2007, meeting minutes to the Town Clerk.
3. Write a draft of the May 10, 2007, meeting minutes and email to members.
4. Submit cable bulletin board messages and articles for the Westford Eagle and Lowell Sun on recycling topics, e.g., Earth Machine, cardboard, compact fluorescents.
5. Write a press release for the Westford Eagle on the subject of waste bans and the town policy re recycling.
6. Forward several sets of photos of cardboard pickup infractions to **Andy**.

#### **ELIZABETH**

1. Prepare a June meeting agenda referring to the minutes and WRC calendar of meetings/tasks and including topics: 1) yard waste collection program for the remainder of 2007; 2) how to enforce cardboard recycling.
2. **Provide Mike Sawyer with updated information on toters for the web site.**
3. Continue research into the recycling of alkaline batteries.

#### **ELLEN**

1. **Work with Elizabeth on recycling cardboard in Westford Academy.**
2. Write a letter to the editor of the Eagle about the backlog of delivery of toters and not taking new names for the waiting list.
3. Request payment from a resident for an overdue amount from fall yard waste collection.

4. Email phone number for Hands Across the Water to **Andy**.
5. Contact the Asst. Principal at Nabnasset School about recycling glass, metal, and plastic.

#### GERRY

1. **Distribute recycling bins to Nashoba Tech.**
2. **Write a letter to Home Depot to urge them to inform customers about responsible recycling of compact fluorescent bulbs.**
3. Obtain brush collection dates for 2007-2008 from the Highway Department and email to **Barbara**.
4. **Add information to the web site about compact and long fluorescent tube collection points.**
5. Talk to Richie Rocketenetz to find out if he has encountered misuse of the toters for trash.
6. Change the online electronics fee schedule to reflect the increased fee of \$10 minimum for CRT's.
7. Add a link on the WRC web site to the Reduce-Reuse-Recycle insert from the Lowell Sun.
8. Add information about the paper document shredding event of June 23 to the web site.

#### KRIS

1. **Submit town recycling statistics to Mike Sawyer to post on the WRC web site.**
2. Find out what her company does with the alkaline batteries they collect.

### II. Key Points/Decisions from the Meeting (following the printed agenda)

1. The April meeting minutes were approved and will be forwarded to the Town Clerk by **Barbara**.
2. Enforcing the waste ban on cardboard/recyclables.
  - a. **Kris** sent digital photos of a few cardboard pickup infractions to **Andy** and also showed them to the Commission. She had stickered the cardboard left with the trash but the trash collector picked it up anyway. **Barbara** has several sets of photos of cardboard pickup infractions that she will forward to **Andy**.
  - b. **Gerry** spoke with Richie Rocketenetz of Acme Waste Systems about cardboard still being picked up with the trash. He says he is aware of the problem and claims he stickers the cardboard and acknowledges that his other trash truck should also do it.
  - c. **Andy** will send Richie the digital photos of the cardboard pickup infractions and remind him that a fine can be levied at \$100 per infraction.
  - d. **Elizabeth** composed a poem on the cardboard waste ban for the banner on [www.Westford.com](http://www.Westford.com).
3. Recycling Guide
  - a. **Abby** will work on the 2007-2008 Recycling Guide. Members should promptly email all their updates to her.
  - b. Members discussed their changes and updates to the Guide.
  - c. **Andy** handed out a chart of all acceptable recyclables collected by Integrated Paper Recyclers. Christine at IPR provided **Andy** with the information.
4. Toters delivered by Integrated Paper Recyclers
  - a. **Andy** will look into the issue of letters not being delivered with the large black and yellow toters to residents.
  - b. **Andy** will find a date when he can help IPR deliver toters to residents on the waiting list.
  - c. **Ellen** volunteered to write a letter to the editor of the Eagle about the backlog of delivery of toters and not adding new names to the waiting list.
  - d. **Elizabeth** will remove the information on toters from the WRC web site.
  - e. On the issue of potential misuse of the recycling toters for trash, **Ellen** suggested a postcard paid for by IPR be sent to residents who do it. **Gerry** will talk to Richie Rocketenetz to find out if he has encountered that problem.
5. Updates from April meeting
  - a. **Ellen** and **Elizabeth** reported that the IPR dumpster was delivered and the Abitibi container was removed from Westford Academy.

- b. **Kris** told **Gerry** how many recycle bins to deliver to Nashoba Tech. She reported that a dumpster from IPR has not yet been placed at the school.
- c. Yard waste collection
  - 1. **Barbara** reported there were 75 subscribers for yard waste pickup on April 28. Bags picked up -1312. The Town Clerk's office will collect the extra money owed (\$233) from eleven residents. **Ellen** will request an overdue amount from the fall from a resident.
  - 2. We decided not to hold a yard waste collection for grass clippings in the summer. **Ellen** suggested we put together a document for leaf collection. Richie Rocketenetz of Acme Waste Systems is willing to do a yard waste collection in the fall.
- 6. Recycling Logo

**Andy** solicited the help of a student at Nashoba Valley Technical High School to redo the draft of the Westford Recycling Commission logo with a town seal in the center.
- 7. Rain Barrels

**Ellen** and **Gerry** attended the Water Department Open House on May 9. All twenty rain barrels were sold at a reduced price via grant money. Four Earth Machine composters were also purchased.
- 8. Fees (bulk items, tires)
  - 1. **Gerry** handed out a list of proposed fees for the Merrimack Valley Regional Recycling Partnership for collection of certain items such as tires, appliances, and other difficult to manage (DTM) waste items. We discussed a \$5 bulk sticker fee for tires. The motion to charge a \$5 fee for one or two tires did not pass.
  - 2. At electronics collections, all CRT's will be a minimum of \$10 each. **Gerry** will change the online fee schedule for electronics.
- 9. Tractor dumped at East Boston Camps

**Barbara** had a call from a resident about a large tractor dumped at EBC and asking how it could be removed. **Andy** offered to look at it and dispose of it.
- 10. Other business
  - 1. **Elizabeth** did some research and found that alkaline batteries can be recycled. The volume is huge and it would be good to remove them from the waste stream as they are currently disposed of in the trash. She will do more research. **Kris** will see what her company does with the alkaline batteries they collect.
  - 2. **Ellen** talked with a Walgreen's employee who asked about cardboard bailers. **Ellen** will provide information on IPR, the town's paper/cardboard collector.
  - 3. **Ellen** had a call from Summer Villages (open from May – October) who asked if they could be part of the recycling program. **Andy** will contact IPR to see if they can do it. He will visit the Summer Villages Sales Office to see how the collection could be centralized.
  - 4. **Ellen** noticed the book recycling container is full. She will give the phone number for Hands Across the Water to **Andy** to notify them about emptying it.
  - 5. **Andy** contacted Nike about having a local drop off site for sneakers and received one response.
- 11. Action Item review for next meeting (see I above).
- 12. Close out meeting
  - a. The May meeting of the Westford Recycling Commission adjourned at 9:07 p.m.
  - b. The next meeting of the Westford Recycling Commission is scheduled for June 14, 2007, at 7:30 p.m. at the Cameron Senior Center. **Elizabeth** will create the agenda. **Barbara** will take notes. **Andy** will chair the meeting.

III. Other items for future discussion

1. Ordering tee shirts with the WRC logo.
2. The feasibility of a Collect Everything Day.
3. Re: The request from Charlie De Rosa to Andy that shredded paper to be put in a clear plastic bag to keep it from blowing away or littering the street, discuss how to publicize that suggestion.
4. The whereabouts of the video: Where Our Trash Goes.
5. Construction waste bans.
6. Using/promoting recycled products.

IV. List of Accomplishments prior to 2007 is included in minutes for that year (starting in 2006).

V. List of Accomplishments 2007

1. Delivered new resident recycling information packets to local realtors in January.
2. Held electronics collection March 31.
3. Held the first used sneakers collection March 31.
4. Distributed bottle recycling totes to Jack Walsh Field (2) and Veterans' Memorial Field (2).
5. Participated in town Step it Up event with recycling information tables April 14.
6. Held brush collections April 21 and 28.
7. Organized Town Wide Litter Collection April 21-22.
8. Placed compact fluorescent and button battery boxes at collection points in town (April).
9. Spoke to Nabnasset School kindergarten classes about recycling April 27.
10. Managed a spring yard waste pickup for subscribers April 28.
11. Participated in the Water Department Open House with recycling information (rain barrels, composters) May 9.
12. Posted a poem about recycling cardboard on the Westford.com web site banner (May).

Respectfully submitted,  
Barbara Theriault  
Secretary 5/10/2007